

MOST IMPORTANT.
DATE CASE

COUNCIL OF HIGHER SECONDARY EDUCATION:ODISHA.
NATIONAL SERVICE SCHEME BUREAU.
PLOT NO.C/2,SAMANTAPUR,BHUBANESWAR:751013.
TEL.FAX.0674-2301152,Website- <http://ori.nic.in/chseonss>

No.NSS 162 /CHSE,Dt. 03.04.2014

From
Dr. Ananta Kishore Jena
Programme Coordinator,NSS.

To
The Principals of all the institutions having NSS Unit(s).

Sub:-Submission of Reports & Returns for the year-2013-14 and Proposals for the year 2014-15.

Madam/Sir,

In inviting a reference to the subject cited above, I am directed to inform you to submit the following reports & returns pertaining to the NSS matters / activities of your NSS unit for the year-2013-14 and Regular, Special Camping Programme proposal for the year-2014-15 in the prescribed proformas to be downloaded from the NSS Bureau Website- <http://ori.nic.in/chseonss> latest by **25th April-2014** positively.

1. Annual Report -2013-14(Annexure-A)
2. Application for release of Out of Pocket Allowance-2013-14 (Annexure-C)
3. Utilization Certificate for 2013-14 & Proposal for Regular grant for -2014-15 (Annexure-D).
4. Nomination for NSS Awards - Nominations, if any in prescribed proforma as per guidelines available in the Website for selection of best NSS unit/ Programme Officer / Male & Female Volunteer CHSE/State NSS Award / Indira Gandhi NSS Award for the year 2013-14.
5. Project Proposal for organization of Special Camping Programme during -2014-15 (Annexure-E)

SPECIAL CAMP SCHEDULE- 2014-15.

(One of the scheduled dates to be proposed for special camp as per convenience)

Duration			
1	2	3	4
28.06.2014 to 04.07.2014 (Rath Yatra & Vanmahotsava)	10.10.2014 to 16.10.2014	24.12.2014 to 30.12.2014	20.01.2015 to 26.01.2015

6. The volunteers enrolment list for the session-2014-15 to be submitted immediately after completion of admission for the academic session-2014-15 or by end of August-2014 (Annexure-F).

In case any unit fails to submit above report/ returns by 25.04.2014 and volunteer enrolment list for the session-2014-15 by 31.08.14 it will be presumed by the NSS Bureau, CHSE, Odisha that the concerned institution is no more interested to continue the NSS unit & activities in their institution. Accordingly the NSS unit of the concerned institution shall be withdrawn and allotted to other desirous institution under intimation to the Govt. in Department of Higher Education, Odisha & Director, Higher Education, Odisha, Bhubaneswar.

**Yours faithfully.
Sd/Dr. Ananta Kishore Jena
Programme Coordinator.**

Memo No. 163(6) /CHSE, Dt. 03.04.1014
Copy forwarded to S.L.O-Cum-Dy. Secy. to Govt., Deptt. Of Higher Education, Odisha, Bhubaneswar-1/Head of Office, NSS Regional Centre, Govt. of India, Kalinga Stadium, Bhubaneswar-751012 for favour of information & necessary action/ Director, NIC, Bhubaneswar with a request to kindly upload this letter along with enclosures in the NSS website(<http://ori.nic.in/chseonss>) for information to general public/Special Camping Programme file /Regular Camping Programme grant file / Guard file NSS for record & reference.

Sd/-
Programme Coordinator.